



K Screen Update

April 13, 2017

2017-18 K Screen, Update 2

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Dates to Remember:

July 1 – submit staff file to Melody Cooper

July 18 – TOT in Frankfort, register with Melody Cooper

K Screen Links:

[Common Kindergarten Entry Screener, KDE](#)

Information on the K Screen, plus forms and previous updates.

[KDE Media Portal Refresher Webcast Webcast, KDE](#)

Recording of March 27 online session hosted by Melody Cooper.

[Open House Data, KDE](#)

K Screen results released statewide

[Curriculum Associates, Kentucky](#)

Online training videos regarding the Online Management System can be found here.

Planning is underway for the 2017-18 K Screen implementation. Please read carefully as this update is full of time-sensitive information.

Training Resources

Training of Trainer (TOT) sessions were held during the week of March 27; thank you to all who attended. The training resources are available and attached to this message. The PowerPoint presentation to accompany the refresher webcast must be accessed on the [K Screen web page](#) under Training and Resources. Here is a brief description of each item:

2017-18 Refresher Webcast PowerPoint ([access on K Screen web page](#)) – These slides accompany the March 27 refresher webcast for experienced trainers and district contacts. The link to the webcast is found [here](#). The slides can also be used for training experienced kindergarten teachers, though trainers may choose to delete slides which are only pertinent to trainers or district administrators. District trainers should add and remove slides at their discretion to customize the experienced teacher training for each district and/or school.

Brigrance K Screen Training 2017-2018 (PowerPoint) – This presentation was used during the TOT sessions with new district trainers. The slides are to be used for training new teachers.

K Screen Implementation Guide 2017-18 (PDF) – The Implementation Guide (IG) includes a detailed overview of each step required during the Brigrance implementation process. **Please retain a copy for reference as questions arise and distribute the IG to building level Brigrance administrators.**

Training requirements:

Audience	Required Training
NEW teachers giving the screen	3 hour face-to-face by district trainer
EXPERIENCED teachers giving the screen	1-1.5 hour refresher by district trainer, training mode is district discretion
NEW district trainers*	6 hour face-to-face Training of Trainer given in March or July
EXPERIENCED district trainers	1-2 hour refresher webcast in March
Data entry staff, new or experienced	Training videos on Brigrance website and Prior Setting video on KDE Media Portal

**A final Training of Trainer session is scheduled for July 18 in Frankfort. To register, contact [Melody Cooper](#) by email.*

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Brigance Online Management System (OMS)

There are a few preparations to consider for next year's Brigance OMS account. The OMS Staff File Template (Excel file) is attached to this message. A PowerPoint presentation giving detailed instructions for completing the file can be accessed on the [K Screen web page](#) under Training and Resources. *The PowerPoint slides must be viewed in presentation mode to hear the instructions.* Staff members who need access to the Brigance OMS should be included in the file **UNLESS**:

- The staff member is a district Brigance contact who receives updates from Melody Cooper. Those staff members will be added as users in the Brigance OMS automatically.
- The staff member is a kindergarten homeroom teacher with their **homeroom set up in Infinite Campus (IC) and at least one student assigned to his or her class by July 27**. Those teachers will be set up as users in the Brigance OMS automatically. If you are not confident that preparations will be complete for kindergarten teachers by July 27, please include them on the staff file.

Please read the "Directions" tab carefully before completing the "Staff File Template" tab. Submit one file per district to [Melody Cooper](#) by July 1.

Details regarding Infinite Campus preparations for the Brigance OMS account will be included in the K Screen Update next month, though further information can be found on pages 6-7 of the [Implementation Guide](#).

Prior Settings

State regulation [704 KAR 5:070](#) mandates that districts collect information about where a child's early learning experiences were provided **during the year prior to starting kindergarten**. Prior settings are defined as:

State-funded preschool: provides preschool services to at-risk 4-year-olds and 3-and 4-year-olds with identified special needs.

Head Start: provides early childhood services to 3-and 4-year-old children who are at-risk.

Child care: any child care or private preschool setting that is licensed by the Division of Regulated Child Care (DRCC). This includes Type 1, Type 2 and Family Certified Homes.

Home: home with a parent/guardian

Other: a family member outside the home (uncle, grandparent, etc.), a private sitter, neighbor or nanny who is not certified or any other early childhood setting which does not meet the above definitions

Prior setting data may be collected at any time, so starting early usually helps ensure data is collected for each student. It is recommended that districts place the prior setting collection form in kindergarten registration packets. If you are unsure of the location parents noted, follow-up to ensure accuracy.

Prior setting data from parents can be used in conjunction with district records. Collaborate with local Head Start partners to obtain rosters. **If documentation supports that students were enrolled in a state-funded**

preschool program or Head Start program, then data entry staff should enter the prior setting into IC.

Updated Forms

Updated forms have been posted to KDE's [K Screen website](#). The parent survey for the self-help and social-emotional scales is attached in English and Spanish. This form must be copied, as it is not furnished in the materials from Curriculum Associates. **However, the parent survey is part of the screen and must be completed only during your district's screening window.**